

Allegheny County
Department of Human Services
Request for Proposals Q&A
RFP for a Small Low-Barrier Emergency Shelter

August 17, 2023

1. Will DHS be open to receiving a bid for landscaping and maintenance for the exterior of 2230 Brownsville Rd?

No, we are not seeking separate bids only for the landscaping of The Shelter. Landscaping maintenance will be expected from the Successful Proposer and should be included in their proposed budget.

2. Regarding the 24/7 staffing expectation. Should the staffing design ensure there is always someone on-site or can certain hours be covered by staff that cover multiple properties?

We are anticipating 24/7 on-site staffing by the Successful Proposer.

3. Will utilities be paid for by the awarded proposer or is it included in the cost of rent? Should it be calculated into a proposed budget or added?

The utilities should be in the Successful Proposer's name. DHS will reimburse for actual costs, monthly, once an invoice is received. Proposers should budget for the utility costs and be prepared to manage the administration of the utility costs.

4. Will DHS have any role in communication between the chosen proposer and the landlord?

DHS has a long-standing relationship with the landlord and can help facilitate communication at the beginning, if necessary. Otherwise, we would prefer the landlord and Successful Proposer to collaborate without the involvement of DHS.